

THE MATTABASSETT DISTRICT

Memorandum

Date: November 12, 2015

**Subject: Revised Agenda - Monday,
November 16, 2015 @ 7:00 PM
Board Meeting**

To: Board of Directors

From: Arthur G. Simonian, Executive Director

Public Speakers

A G E N D A

Roll Call

	<u>Pages</u>
1. Minutes of the meeting of October 19, 2015	1 - 6
2. Treasurer's Report	7 - 15
a. Receipts & Expenditures – FY 15-16	8
b. Operating Fund Statement of Income	9
c. Cash Flow Graphs	10 - 12
d. Investment Schedule	13 – 14
e. Investment Schedule Distribution	15
3. Budget Statement	16 - 18
4. Check Register Report Summary – October, 2015	19
5. Staff Reports	20 - 42
a. Monthly Report	20 - 31
b. Safety/Energy Report	32 - 33
c. Operational Profile	34 - 37
d. Monthly Flows & Rainfall Data for the Past Two Years	38
e. Effluent Quality Graph	39
f. Nitrogen Graph	40
g. Maintenance Graph	41
h. Executive Director & Staff Action Items	42
1. Request by Mr. Waters' for funding support on installing new football field lighting.	
2. Checkbook Analysis by Executive Director – see attached spreadsheet	
6. Committee Reports	
a. Engineering	
b. Finance – (pink)	
1. Clean Water Fund – Adoption of Resolution	
2. 2015-2016 Budget Revisions	
c. Human Resources	
d. Property Management	
e. Public Relations	
f. District Project Construction Committee - (orange)	

1. C.H. Nickerson's Payment Requisition #42 for September/October - \$244,563.06
2. Wright-Pierce's Payment Requisition for September 2015 - \$111,179.29
3. Change Order #47 for 6 Sub Change Orders - \$15,293.36
7. Counsel's Report
 - a. Executive Session
8. New Business
 - a. 2016 BOD Meeting Dates
9. Communications
 - a. Letter of Appreciation from City of Middletown – Pump Station Project
 - b. Upcoming Chamber Events
10. Adjournment

The next meeting of the Mattabassett District will be held on **Monday, December 21, 2015 at 5:30 p.m.**, in the Administration Building, Cromwell, Connecticut.